



English Learners (EL) Data Cleanup

Gary Martin
EL (Title III) Consultant
ONGL–Division of Learning Services
Diverse Learners Branch

Topics

- ▶ LEP Extract
- ▶ Critical Errors
 - Service Type
 - Instructional Accommodations
 - Home Language
- ▶ Duplicate LEP students
- ▶ LEP Student Transfer
- ▶ Exited EL Students

KY State Reporting > LEP Extract

The screenshot shows the 'KY LEP Extract' web application. On the left is a navigation tree with categories like System Administrator, Student Information, Instruction, Census, Behavior, Health, Attendance, Scheduling, Fees, Grading & Standards, Medicaid, Programs, Ad Hoc Reporting, Transcripts, User Communication, Assessment, System Administration, FRAM, Messenger, Surveys, and KY State Reporting. Under 'KY State Reporting', 'LEP Extract' is highlighted. The main content area has a title bar 'KY LEP Extract' and a description: 'The LEP Extract provides a list of students with LEP (Limited English Proficiency) status. Students must have at least one instructional accommodation and at least one LEP Service type active during the date range of the report and a program status of "LEP" to pull. This report runs district-wide regardless of calendar selected in the toolbar'. A note states: 'Note: Errors and Warnings cannot be produced via the Batch Reporting Tool (if enabled). Use the Generate Extract button to view errors and warnings.' Below this is the 'Extract Options' section with a 'Date Range' of 07/01/2011 to 06/30/2012, a 'Grade Level' dropdown menu showing 'All Grades' and a list of grades from 00 to 14, and a 'Format' dropdown set to 'HTML'. A red rectangle highlights the 'Generate Extract' button. To its right is a 'Submit to Batch' button. Below these are 'Refresh' and 'submitted between' date pickers. At the bottom is a 'Batch Queue List' table with columns for 'Queued Time', 'Report Title', 'Status', and 'Download'.

KY LEP Extract

The LEP Extract provides a list of students with LEP (Limited English Proficiency) status. Students must have at least one instructional accommodation and at least one LEP Service type active during the date range of the report and a program status of "LEP" to pull. This report runs district-wide regardless of calendar selected in the toolbar

Note: Errors and Warnings cannot be produced via the Batch Reporting Tool (if enabled). Use the Generate Extract button to view errors and warnings.

Extract Options

Date Range: 07/01/2011 -- 06/30/2012

Grade Level: All Grades
00
01
02
03
04
05
06
07
08
09
10
11
12
13
14

Format: HTML

Generate Extract **Submit to Batch**

Refresh submitted between 07/24/2012 and 07/31/2012

Batch Queue List

| Queued Time | Report Title | Status | Download |
|-------------|--------------|--------|----------|
|-------------|--------------|--------|----------|

Generating the Report

There are errors and/or warnings in the extract (See below) [Click Here](#) to generate the reports

Error/Warning Table of Contents: (If warning/error count is 0, there are no warnings/errors to report.)

Critical Error: The following records do not have a selection of at least one LEP Service type which overlaps the date range specified in the extract editor. These students will NOT be included in the LEP extract. (Number of Records: 0)

Critical Error: The following records do not have a selection of Instructional Accommodation. These students will NOT be included on the LEP extract. (Number of Records: 0)

Critical Error: The following records have a Home Language selection of 0400: English. These students will NOT be included on the LEP extract. (Number of Records: 0)

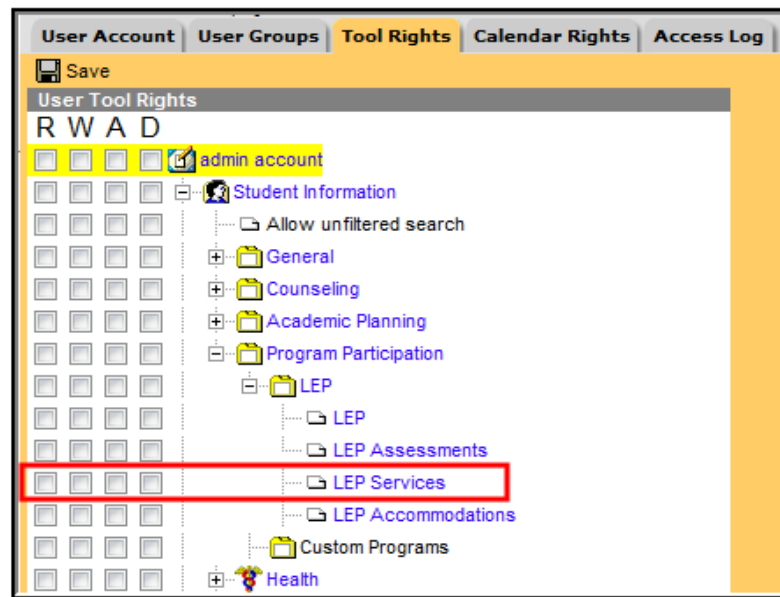
Warning: The following records have a Home Language selection of 1630: Other. The students will be included on the LEP extract. (Number of Records: 0)

Warning: Home Primary Language is set to Native American, but Native American Language is not selected. These students will be included on the LEP extract. (Number of Records: 0)

Warning: Native American Language is selected, but Home Primary Language is not set to Native American. These students will be included on the LEP extract. (Number of Records: 0)

Correcting LEP Service Type Critical Errors

LEP Services



Program Participation > LEP > LEP Services > Detail Editor

LEP | LEP Assessments | LEP Services | LEP Accommodations

New Save Delete

| Service Type | Start Date | End Date |
|------------------------------------|------------|----------|
| SEI: Sheltered English Instruction | 04/25/2013 | |

LEP Services Detail

*Start Date

End Date

*Service Type

☐ Parent Refused Services
Date Refused:

Comments

LEP Start Date

LEP | LEP Assessments | LEP Services | LEP Accommodations

☐ New

LEP Services

| Service Type | Start Date | End Date |
|------------------------------------|------------|----------|
| SEI: Sheltered English Instruction | 10/29/2009 | |

LEP Services Detail

*Start Date

July 2013

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 30 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Today

Comments

LEP Service Type

LEP | LEP Assessments | LEP Services | LEP Accommodations

New Save X Delete

LEP Services

| Service Type | Start Date | End Date |
|------------------------------------|------------|----------|
| SEI: Sheltered English Instruction | 10/29/2009 | |

LEP Services Detail

*Start Date
07/19/2013

End Date

*Service Type

CAT: Content area tutoring
CBE: Content-Based ESL
DBE: Developmental Bilingual Education
HLA: Heritage Language
POE: Pull-Out ESL Resource
SEI: Sheltered English Instruction
SEN: Structured English Immersion
TBE: Transitional Bilingual Education
TWI: Two-Way Immersion

Parent Refuses Services

LEP | LEP Assessments | LEP Services | LEP Accommodations

☐ New

| LEP Services | Start Date | End Date |
|------------------------------------|------------|----------|
| SEI: Sheltered English Instruction | 10/29/2009 | |

LEP Services Detail

*Start Date
07/19/2013

End Date

*Service Type
SEI: Sheltered English Instruction

☒ Parent Refused Services

Date Refused:

Comments

July 2013

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 30 | 1 | 2 | 3 | 4 | 5 | 6 |
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| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Today

End Dating LEP Services

LEP | LEP Assessments | LEP Services | LEP Accommodations

New Save X Delete

| Service Type | Start Date | End Date |
|------------------------------------|------------|----------|
| CAT: Content area tutoring | 07/16/2013 | |
| SEI: Sheltered English Instruction | 04/25/2013 | |

LEP Services Detail

*Start Date
04/25/2013

End Date
07/18/2013

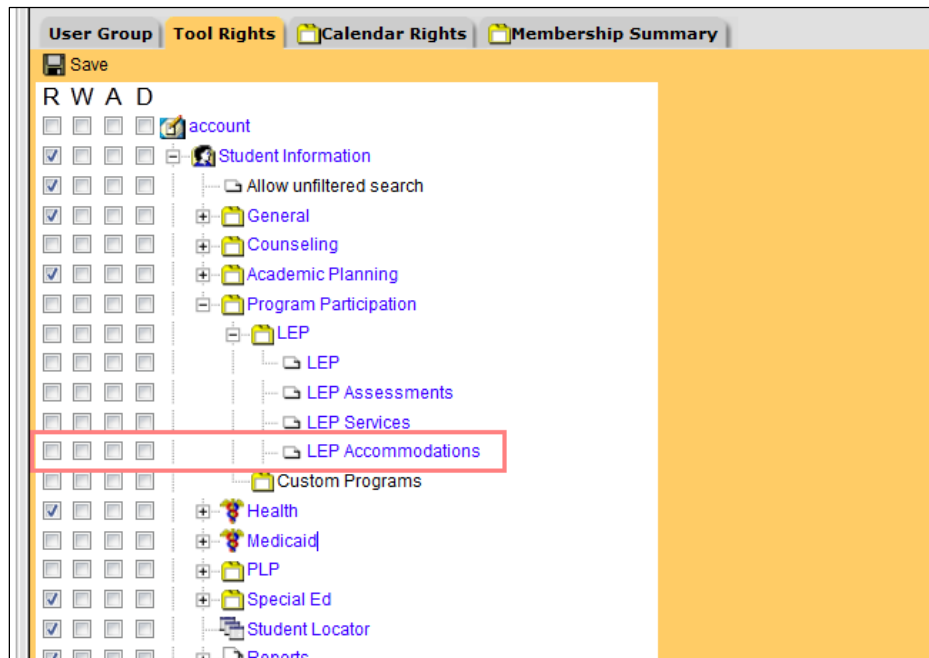
*Service Type
SEI: Sheltered English Instruction

☐ Parent Refused Services
Date Refused:

Comments

Correcting Accommodations Critical Errors

LEP Accommodations



Program Participation > LEP > LEP Accommodations > Detail Editor

LEP | LEP Assessments | LEP Services | **LEP Accommodations**

LEP Accommodations

| Name | Type | Start Date | End Date |
|--------------------------------------|------|------------|------------|
| SL-A: Simplified Language | A | 09/18/2012 | |
| SL-I: Simplified Language | I | 09/18/2012 | |
| PC-A: Prompting/Cueing | A | 09/18/2012 | |
| API-I: Adapt Pace of Instruction | I | 09/18/2012 | |
| PC-I: Prompting / Cueing | I | 08/03/2011 | |
| ET-A: Extended Time | A | 08/03/2011 | |
| RTE-I: Read Text in English | I | 08/03/2011 | 05/15/2012 |
| SB-I: Scribe Responses | I | 08/03/2011 | 05/15/2012 |
| RLC-A: Reader (w/limited conditions) | A | 08/03/2011 | 05/15/2012 |
| W/O-I: Provide Visuals / Organizers | I | 08/03/2011 | 05/15/2012 |

LEP Accommodations Detail

*Start Date

End Date

*Accommodation Type

Comments

LEP Accommodations Start Date

LEP | LEP Assessments | LEP Services | **LEP Accommodations**

LEP Accommodations

| Name | Type | Start Date | End Date |
|-------------------------------------|------|------------|------------|
| SL-A: Simplified Language | A | 09/18/2012 | |
| SL-I: Simplified Language | I | 09/18/2012 | |
| PC-A: Prompting/Cueing | A | 09/18/2012 | |
| API-I: Adapt Pace of Instruction | I | 09/18/2012 | |
| PC-I: Prompting / Cueing | I | 08/03/2011 | |
| ET-A: Extended Time | A | 08/03/2011 | |
| RTE-I: Read Text in English | I | 08/03/2011 | 05/15/2012 |
| SB-I: Scribe Responses | I | 08/03/2011 | 05/15/2012 |
| RLC-A: Reader (w/limited condition) | A | 08/03/2011 | 05/15/2012 |
| SB-A: Use of Scribe | A | 08/03/2011 | 05/15/2012 |
| V/D-I: Provide Visuals / Drawings | I | 08/03/2011 | 05/15/2012 |

LEP Accommodations Detail

*Start Date

July 2013

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 30 | 1 | 2 | 3 | 4 | 5 | 6 |
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| 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Today

LEP Accommodation Type

The screenshot displays a software interface for selecting LEP Accommodation Types. A list of options is shown in a scrollable area, with 'SR-t: Scaffold Responses (1)' highlighted. A red arrow points to this option. Below the list is a 'Comments' field.

INSTRUCTIONAL (1)

- RTE-t: Read Text in English (1)
- SB-t: Scribe Responses (1)
- BED-t: Bilingual or English Dictionary (1)
- PC-t: Prompting / Cueing (1)
- VO-t: Provide Visuals / Organizers (1)
- SP-t: Use Spellcheck (1)
- CO-t: Provide Content Objectives (1)
- AC-t: Engage in Acad. Conv. (1)
- MC-t: Meta-Cognitive Strategies (1)
- ONLS-t: Oral Native Language Support (1)
- RTP-t: Read Text in Primary Language (1)
- ET-t: Extended Time (1)
- SGSF-t: Sm. Group/Sing. Form Test (1)
- AMT-t: Adapted Materials/Technology (1)
- PL-t: Link Instruct. to Prior Learning (1)
- BK-t: Build Background Knowledge (1)
- SR-t: Scaffold Responses (1)**
- BEG-t: Bilingual or English Glossary (1)
- SL-t: Simplified Language (1)
- AT-t: Assistive Technology (1)
- API-t: Adapt Pace of Instruction (1)
- CS-t: Use Computer / Software (1)
- MC-L: Model Lang/Task Completion (1)
- LO-t: Provide Language Objectives (1)
- IO-t: Interaction Opportunities (1)

ASSESSMENT (A)

- RLC-A: Reader (w/limited conditions) (A)
- BED-A: Bilingual/English Dictionary (A)

Comments

End Dating Accommodations

LEP LEP Assessments LEP Services LEP Accommodations

New Save Delete

| Name | Type | Start Date | End Date |
|--------------------------------------|------|------------|------------|
| SL-A: Simplified Language | A | 09/18/2012 | |
| SL-I: Simplified Language | I | 09/18/2012 | |
| PC-A: Prompting/Cueing | A | 09/18/2012 | |
| API-I: Adapt Pace of Instruction | I | 09/18/2012 | |
| PC-I: Prompting / Cueing | I | 08/03/2011 | |
| ET-A: Extended Time | A | 08/03/2011 | |
| RTE-I: Read Text in English | I | 08/03/2011 | 05/15/2012 |
| SB-I: Scribe Responses | I | 08/03/2011 | 05/15/2012 |
| RLC-A: Reader (w/limited conditions) | A | 08/03/2011 | 05/15/2012 |
| SB-A: Use of Scribe | A | 08/03/2011 | 05/15/2012 |
| VO-I: Provide Visuals / Organizers | I | 08/03/2011 | 05/15/2012 |

LEP Accommodations Detail

*Start Date
07/15/2013

End Date

July 2013

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Today

Home Language Errors/Warnings

Critical Error: The following records have a Home Language selection of 0400: English. These students will NOT be included on the LEP extract. (Number of Records:2)

| School Number | School Name | State Student ID | Last Name | First Name | Middle Initial |
|---------------|-------------------------------|------------------|-----------|------------|----------------|
| 023 | Knox County Middle School | 27823 | JACKSON | JEREMIAH | |
| 430 | Jesse D Lay Elementary School | 30088 | CRISTOBAL | EDDIE | A |

Warning: The following records have a Home Language selection of 1630: Other. The students will be included on the LEP extract. (Number of Records:1)

| School Number | School Name | State Student ID | L Name | F Name | Middle Initial |
|---------------|--------------------------|------------------|---------|--------|----------------|
| 410 | Knox Central High School | 2032 | MARICLE | JOHN | B |

Critical Error: Home Language 0400: English (will not pull data)

Warning: Home Language 1630: Other (will pull data)

Census > People

Year: 13-14 School: Knox Central High School

MARTIN, JADEN C
Grade: 08 #29595 DOB: 08/28/1998 Gender: M

Demographics | Identities | Households | Relationships | Enrollments | District Employment

Save X Delete Person Summary Report Demographics Data

Person Information

PersonID: 29595

*Last Name: MARTIN *First Name: JADEN Middle Name: CHARLES Suffix:

*Gender: Male *Birth Date (Age: 14): 08/28/1998 Soc Sec Number:

Race/Ethnicity (Edit)

State Race/Ethnicity: 6: White
Federal Designation: 6: White
Race(s): White
Hispanic/Latino: N: No
Race/Ethnicity Determination: 01: Parent Identified

Birth Country:

Date Entered US: Date Entered US School: Birth Certificate:

Original KY School Entry:

Home Primary Language:

Native American Language:

Nickname:

Comments:

Home Primary Language

Year 13-14 School Knox Central High School

MARTIN, JADEN C

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Abkhazian (0010)
Acholi (0015)
Afar (0020)
Afrikaans (0030)
Akan (0040)
Albanian (0050)
American Sign Language (0070)
Amharic (0060)
Arabic (0080)
Armenian (0090)
Assamese (0100)
Awadhi (0110)
Azerbaijani (0120)
Bajuni (0122)
Bambara (0125)
Bashkir (0130)
Basque (0140)
Belarusian (0150)
Bengali (0160)
Bhojpuri (0170)
Bihari (0180)
Bislama (0185)
Bislama (0190)
Bosnian (0191)
Bosnian (0220)
Bulgarian (0200)
Burmese (0210)
Burundi (0225)
Cambodian (Khmer) (0230)

Details Overrides
Relationships Enrollments
Demographics Data

Prefix Suffix
Number
Birth Certificate

Native American Language
Nickname
Comments

Home Primary Language

Year: 13-14 School: Knox Central High School

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 - Log Off

MARTIN, JADEN C
Grade: 08 #29595 DOB: 08/28/1998 Gender: M

District Assignments | School Choice | Credentials | Overrides

Demographics | Identities | Households | Relationships | Enrollments

Save X Delete Person Summary Report Demographics Data

Person Information

PersonID: 29595

*Last Name: MARTIN *First Name: JADEN Middle Name: CHARLES Suffix:

*Gender: Male *Birth Date (Age: 14): 08/28/1998 Soc Sec Number:

Race/Ethnicity (Edit)

State Race/Ethnicity: 6: White
Federal Designation: 6: White
Race(s): White
Hispanic/Latino: N: No
Race/Ethnicity Determination: 01: Parent Identified

Birth Country:

Date Entered US: Date Entered US School: Birth Certificate:

Original KY School Entry:

Home Primary Language: **Burmese (0210)**
Native American Language:

Nickname:

Comments:

Date Entered U.S.

Year: 13-14 School: Knox Central High School

MARTIN, JADEN C
Grade: 08 #29595 DOB: 08/28/1998 Gender: M

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Demographics Identities Households Relationships Enrollments Dist
Save X Delete Person Summary Report Demographics Data

Person Information
PersonID: 29595
*Last Name: MARTIN *First Name: JADEN Middle Name: CHARLES Suffix:
*Gender: Male *Birth Date (Age: 14): 08/28/1998 Soc Sec Number:
Race/Ethnicity (Edit)
State Race/Ethnicity: 6:White
Federal Designation: 6:White
Race(s): White
Hispanic/Latino: N:No
Race/Ethnicity Determination: 01:Parent Identified
Birth Country:
Date Entered US: Date Entered US School: Birth Certificate:
Home Primary:
Burmese (C):
Native Amer:
Nickname:
Comments: Today

July 2013
S M T W T F S
30 1 2 3 4 5 6
7 8 9 10 11 12 13
14 15 16 17 18 19 20
21 22 23 24 25 26 27
28 29 30 31 1 2 3
4 5 6 7 8 9 10

LEP Extract

Error/Warning Table of Contents: (If warning/error count is 0, there are no warnings/errors to report.)

Critical Error: The following records do not have a selection of at least one LEP Service type which overlaps the date range specified in the extract editor. These students will NOT be included in the LEP extract. (Number of Records: 0)


Critical Error: The following records do not have a selection of Instructional Accommodation. These students will NOT be included on the LEP extract. (Number of Records: 0)

Critical Error: The following records have a Home Language selection of 0400: English. These students will NOT be included on the LEP extract. (Number of Records: 0)

Warning: The following records have a Home Language selection of 1630: Other. The students will be included on the LEP extract. (Number of Records: 0)

Warning: Home Primary Language is set to Native American, but Native American Language is not selected. These students will be included on the LEP extract. (Number of Records: 0)

Warning: Native American Language is selected, but Home Primary Language is not set to Native American. These students will be included on the LEP extract. (Number of Records: 0)



Do you want to open or save LEP.csv from kuat.education.ky.gov?

Duplicate Removal

LEP (4) - Microsoft Excel

| | A | B | C | D | E | F | G | H | I | J | K | L |
|----|------------|------------|----------|----------------|-----------|-------------|-----------|-----------|-----------|-----------|--------|-------|
| | DistrictNu | DistrictNa | StateStu | SchoolNui | SchoolNai | LastName | FirstName | MiddleIni | BirthDate | StateGrad | Gender | Race/ |
| 1 | | | 1770 | 23 Jefferson | BAKER | STEVEN | | | 7 M | | | |
| 2 | 301 | Infinite C | 5979 | 410 Polk High | STEWART | AUSTIN | | | 12 M | | | |
| 3 | 301 | Infinite C | 6026 | 71 Buchanan | TROSPER | JACOB | | | 6 M | | | |
| 4 | 301 | Infinite C | 22561 | 23 Jefferson | CORNETT | KELLY | | | 8 M | | | |
| 5 | 301 | Infinite C | 22562 | 23 Jefferson | DANIELS | DANIEL | | 2/6/2002 | 7 M | | | |
| 6 | 301 | Infinite C | 22934 | 260 Harrison | E CAREY | CHRISTOPHER | | 7/3/2003 | 5 M | | | |
| 7 | 301 | Infinite C | 22934 | 260 Harrison | E CAREY | CHRISTOPHER | | 7/3/2003 | 5 M | | | |
| 8 | 301 | Infinite C | 22984 | 71 Buchanan | MILLS | LUKE | | 4/8/2003 | 6 M | | | |
| 9 | 301 | Infinite C | 23429 | 71 Buchanan | VALENTIN | TREVOR | | | 6 M | | | |
| 10 | 301 | Infinite C | 23932 | 430 Taylor Ele | MOREN | TEDDI | | | 4 F | | | |
| 11 | 301 | Infinite C | 26238 | 71 Buchanan | WHITE | CHARLES | | | 5 M | | | |
| 12 | 301 | Infinite C | 26895 | 430 Taylor Ele | DYE | JESSALYN | | | 3 F | | | |
| 13 | 301 | Infinite C | 26898 | 430 Taylor Ele | MILLS | EMILY | | | 3 F | | | |
| 14 | 301 | Infinite C | 26994 | 430 Taylor Ele | SMITH | PAIGE | | | 3 F | | | |
| 15 | 301 | Infinite C | 27600 | 430 Taylor Ele | LOUDERM | CHRISTOPHER | | | 2 M | | | |
| 16 | 301 | Infinite C | 29390 | 450 Fillmore S | FISCHBAC | THOMAS | | | 3 M | | | |
| 17 | 301 | Infinite C | 29899 | 430 Taylor Ele | JACKSON | AARON | | | 2 M | | | |
| 18 | 301 | Infinite C | 29943 | 430 Taylor Ele | LINN | KAYLEE | | 2/7/2008 | 1 F | | | |
| 19 | 301 | Infinite C | 30629 | 430 Taylor Ele | OVERMAN | MECAH | | | 6 F | | | |
| 20 | 301 | Infinite C | 31075 | 260 Harrison | E LAWSON | DYLAN | | 2/8/2007 | 2 M | | | |
| 21 | 301 | Infinite C | 31161 | 450 Fillmore S | OWENS | SARAH | | | 8 F | | | |
| 22 | 301 | Infinite C | 31163 | 450 Fillmore S | JODY | BENJAMIN | | | 9 M | | | |
| 23 | 301 | Infinite C | 31193 | 430 Taylor Ele | WHITSON | PHOEBE | | | 3 F | | | |
| 24 | 301 | Infinite C | 31767 | 430 Taylor Ele | JOHNSON | DAKOTA | | | 1 M | | | |
| 25 | 301 | Infinite C | 32332 | 450 Fillmore S | GIBSON | ARIANA | | | 1 F | | | |
| 26 | 301 | Infinite C | 34395 | 22 Adams Sci | YOUNG | EASTON | | 9/2/2001 | 7 M | | | |
| 27 | | | | | | | | | | | | |
| 28 | | | | | | | | | | | | |

Duplicate removal

- ▶ The only way to edit LEP history is by deleting the current LEP record. If the LEP history is a duplicate, simply delete the current LEP record and use the one in the history.
- ▶ If it is not a duplicate, delete the current LEP, end date the LEP history, and then create a new LEP record with current information.

Duplicate removal

LEP | LEP Assessments | LEP Services | LEP Accommodations

Save Delete

Active LEP Record

***Program Status** LEP

Identified Date 09/18/2012

Expected Exit Date 05/30/2017

Program Exit Date

First Year Monitoring:

Second Year Monitoring:

Parent Notified 09/24/2012

Parent Declined ☐

Interrupted Schooling ☐

Transferred Services

Transferred Accommodations

Comments

Imported from 275 JEFFERSON COUNTY PUBLIC SCHOOLS

- Modified by: Roberts, Rebecca 06/22/2013 13:43

Census Information

****To update read only fields, please go to Census->People->Identities**

Home Primary Language: 1380: Spanish

First Entered US School: 10/14/2011

Records are the same.....current record and the one showing in LEP History. When you "delete" the current record – then the history record will populate to the current record....fixing the issue/duplicating error

LEP History

Status: LEP Identified: 09/18/2012 Exit:

| | |
|-------------------------|---|
| Program Status | LEP |
| Identified Date | 09/18/2012 |
| Expected Exit Date | 05/30/2017 |
| Program Exit Date | |
| First Year Monitoring: | |
| Second Year Monitoring: | |
| Parent Notified | 09/24/2012 |
| Parent Declined | No |
| Interrupted Schooling | No |
| Comments: | Imported from 275 JEFFERSON COUNTY PUBLIC SCHOOLS |

Transfer Documents – LEP

Releasing District & User

| | | | | | |
|--------------|-----------------|------------|----------------------|----------|---------------------------------|
| District | 301 Knox County | Name | System Administrator | Username | admin |
| Release Date | 10/12/2012 | Work Phone | | Email | administrator@knox.kyschools.us |

Comments
None.

Status: Records released.

Transfer Documents

- Transcript
- Census Contact Summary
- Extended Census Summary
- Enrollment History
- Schedule
- Attendance Period Detail
- Assessment Summary
- Behavior Summary
- Health Condition Summary
- Health Screening Summary
- Health Immunization Summary

- court report card
- Knox Central High School Current Trimester grade
- Knox Central Mid-Term
- Knox Central--Nine Weeks--current term only
- IEP
- Special Ed Evaluation
- IEP Documents
- PLP
- PLP Documents
- LEP
- LEP Services
- LEP Accommodations

Data imports

- Transcript Import Wizard
- Extended Census Import Wizard
- Enrollment History Import Wizard
- Assessment Import Wizard
- Immunization Import Wizard
- Health Condition Import Wizard
- Health Screening Import Wizard
- IEP Import Wizard
- Special Ed Evaluation Import Wizard
- Special Ed Documents Import Wizard
- PLP Import Wizard
- PLP Documents Import Wizard
- KY State Reporting Import Wizard
- LEP Import Wizard

Student records Transfer

Releasing District & User

| | | | | | |
|--------------|-----------------|------------|----------------------|----------|---------------------------------|
| District | 301 Knox County | Name | System Administrator | Username | admin |
| Release Date | 10/12/2012 | Work Phone | | Email | administrator@knox.kyschools.us |

Comments
None.

Status: Records released.

Transfer Documents

- Transcript
- Census Contact Summary
- Extended Census Summary
- Enrollment History
- Schedule
- Attendance Period Detail
- Assessment Summary
- Behavior Summary
- Health Condition Summary
- Health Screening Summary
- Health Immunization Summary
- court report card
- Knox Central High School Current Trimester
- Knox Central Mid-Term
- Knox Central--Nine Weeks--current term only
- IEP
- Special Ed Evaluation
- IEP Documents
- PLP
- PLP Documents
- LEP
- LEP Services
- LEP Accommodations

Data imports

- Transcript Import Wizard
- Extended Census Import Wizard
- Enrollment history import wizard
- Assessment Import Wizard
- Immunization Import Wizard
- Health Condition Import Wizard
- Health Screening Import Wizard
- IEP Import Wizard
- Special Ed Evaluation Import Wizard
- Special Ed Documents Import Wizard
- PLP Import Wizard
- PLP Documents Import Wizard
- KY State Reporting Import Wizard
- LEP Import Wizard

Exited LEP Students

- ▶ Exit date for students that achieve score on ACCESS is 1st day of NEXT school year
- ▶ EXAMPLE:
 - Achieved exit score on ACCESS in January 2015
 - Exit date would be August 2015
- ▶ **If you use last day of school year or date of assessment, then student will NOT count in the end of the year LEP extract**

Contact and Resource Information

gary.martin@education.ky.gov

<http://education.ky.gov/specialed/EL/Pages/default.aspx>